

INITIAL INFORMATION
AUGUSTA (Lewis and Clark County) EQUIPMENT STORAGE BUILDING (6-BAY)
A/E #2020-31-01
and
BIG TIMBER (Sweet Grass County) EQUIPMENT STORAGE BUILDING (6-BAY)
A/E #2020-31-02
for
MONTANA DEPARTMENT OF TRANSPORTATION

PROJECT INFORMATION

APRIL, 2020

Introduction:

The existing equipment storage buildings have inadequate space for storage and maintenance of larger road maintenance equipment and supplies. Larger equipment in use today requires longer bays, higher ceiling and door clearances and increased maneuvering space. In some cases, this requires existing buildings to be replaced. Relocation or consolidation of sections is sometimes necessary to improve operation efficiency or response times for public safety.

The Montana Department of Transportation must maintain and at times replace buildings that are outdated, energy inefficient, do not meet ADA requirements, and are inadequate in size to accommodate larger equipment and increased maintenance personnel. The new facilities are high performance, energy efficient buildings constructed of low maintenance products and materials.

Program:

A plan of a similarly constructed building will be provided as a basis of information for the Augusta and Big Timber ESBs of approx. 4,800 SF. Using this information as a guide, the consultant will be required to verify the suitability of the plan functions and layout with A&E and MDT personnel. The plan development will be similar to an existing facility for each, with little or no differences between these two. The site development requirements will vary between sites. Any significant deviation from the program must be approved in writing by the Architecture & Engineering Division. Any work done outside this project scope without A&E Division approval will be the responsibility of the Consultant.

Design Standards:

This project must comply with the Architecture & Engineering Division [Owner's Basic Requirements](http://architecture.mt.gov/Design#169722275-owners-basic-requirements) (formerly Minimum Design Standards) found at (<http://architecture.mt.gov/Design#169722275-owners-basic-requirements>). Questions regarding specific application must be referred to the A&E project manager who may provide written exceptions to requirements that are not applicable or feasible to a particular project.

Project Budget:

Each of the projects is funded with \$ 915,000.00 of State Special Revenue funds for a total project budget of \$915,000.00; this includes all project-related expenditures. The initial project allocation is as follows:

Estimated Construction Cost	\$ 755,000
Construction Contingency	\$ 53,000
Architect/Engineer Fees	\$ 58,000
Commissioning	\$ 0
Advertising	\$ 300
Printing & Reproduction	\$ 2,000
Plan Review	\$ 2,000
Site/Topo Survey	\$ 4,500
Geotechnical	\$ 5,000
Hazardous Materials Survey	\$ 0
Construction Materials Testing	\$ 5,000
Telecomm/Data	\$ 3,000
FF&E	\$ 0
% for Art	\$ 0
Other	\$ 200
<u>Supervisory Fee (3%)</u>	<u>\$ 27,000</u>
Total Project Costs	\$ 915,000

The budget will be further defined through the design process. If at any time the Cost of Work or project costs exceed the above budget, the Consultant must notify both A&E Division and the Agency in writing.

Project Schedule:

It is expected the project will begin advertising for bids by 11/1/2020. Before execution of the Agreement, A&E Division, the Agency, and the Consultant will complete the following schedule which will then form the basis of contractually required project schedule.

To meet this schedule, the Consultant is required to provide complete submittals that capture the essence of the design problem.

Task	Start date or NA	Duration (wk or mo)
Programming/Pre-design		
Schematic Design	6/15/2020 (site work)	
SD & Budget Review	7/20/2020	
Geotech	TBD	
Site Survey	TBD	
Design Development	7/13/2020	
Energy Analysis		
DD & Budget Review	8/10/2020	
Construction Documents	8/31/2020	
Commissioning Documents		
CD & Budget Review	10/19/2020	
Local Jurisdiction Review	10/26/2020	
Advertising/Solicitation	TBD 11/1 – 11/22/2020	
Award	12/21/2020	
Construction	TBD	
Other		

This schedule may be adjusted with written mutual agreement of all parties.

Project Reviews:

Upon receipt of the Consultant's complete submission as outlined in the A&E Division's submittal requirements located at <http://architecture.mt.gov/Design> the A&E Division and the Agency representatives will review the documents and provide written comments or marked-up drawings as determined appropriate by the project manager. The Consultant will respond to all comments in writing; marked drawings will be returned to the A&E Division and the Agency.

The Consultant will confer with governmental authorities with jurisdiction over the project and utility companies providing services to the project and will notify the A&E Division in writing of requirements imposed by the entities and incorporate them into the design.

After all review comments are resolved to A&E Division satisfaction, the design may proceed to the next phase or be advertised for bidding.

Bidding Requirements:

The projects will be bid as one general contract with the possibility of contractors being able to bid on either or both projects.

PROJECT TEAM

Owner's Project Representatives:

A&E Design Project Manager:
Rick Hilmes
1520 East Sixth Avenue
Helena MT 59601
Phone: (406) 431-8447
e-mail: rhilmes@mt.gov

A&E Construction Project Manager:
TBD
1520 East Sixth Avenue
Helena MT 59601
Phone: (406) 444-****
e-mail:

Agency Project Representative:
Mike Murolo
2701 Prospect Ave
Helena MT 59620-1001
Phone: (406) 444-6163
e-mail: mmurolo@mt.gov

Agency Project Representative:
Joe Norris
2701 Prospect Ave
Helena MT 59620-1001
Phone: (406) 444-7386
e-mail: jnorris@mt.gov

Consultant's Project Representatives:

Principal:
Name
1520 East Sixth Avenue
Helena MT 59601
Phone: (406) 444-****

Project Architect:
Name
1520 East Sixth Avenue
Helena MT 59601
Phone: (406) 444-****

Structural Engineer:
Mechanical Engineer:
Landscape Architect:
Site Survey:
Hazardous Materials:

Civil Engineer:
Electrical Engineer:
Cost Estimating:
Geotechnical Investigation:
Commissioning:

Communications:

All correspondence shall copy both A&E and agency representatives and must include the A&E Division project number A/E# 2020-31-01 and/or AE# 2020-31-02

Attachments and documents provided by the Owner:

- Site surveys, if available
- Utility information, if available
- Geotechnical information, if available
- Other

CONSULTANT SCOPE CHECKLIST:

BASIC SERVICES (check all that apply):

- ☐ Schematic Design
- ☒ Design Development
- ☒ Construction Documents
- ☒ Bidding
- ☒ Construction Administration
- ☐ Combine SD/DD into "Preliminary Design"
- ☒ High-Performance Building Criteria applies

ADDITIONAL SERVICES (check all that apply):

- ☒ Site Planning
- ☐ Programming
- ☐ Fund-Raising & Marketing Assistance
 - Deliverables shall include:
 - ☐ Character Sketches, # of perspectives: _____
 - ☐ Presentation Boards, # of perspectives: _____
 - ☐ Descriptive Project Booklets, # copies: _____
 - ☐ Project Brochures - # of copies: _____
 - ☐ Physical Presentation Model
 - ☐ 3-D Computer Graphic Animation
- ☐ Feasibility Study
- ☐ Value Engineering Analysis
- ☒ Energy Study
- ☐ Hazardous Materials Investigation
- ☐ Specialty Consultants requested by the Owner
 - ☐ Acoustical
 - ☐ Audio/Visual
 - ☐ IT/Communications
 - ☐ Correctional
 - ☐ Cost Estimating
 - ☐ Education/Demographics
 - ☐ Interior Design
 - ☐ Food Services
 - ☐ Lab/Research
 - ☐ Landscape
 - ☐ LEED
 - ☐ Security
 - ☐ Other: _____
- ☒ Site/Topographic Survey
- ☐ Geotechnical Investigation
- ☒ Anticipated Frequency of site visits – As needed based on the stage of the work at any given time
 - ☒ Architect
 - ☒ Civil
 - ☒ Structural
 - ☒ Electrical
 - ☒ Mechanical
- ☐ Commissioning
 - ☐ 3rd Party
 - ☐ Part of A/E Services
- ☐ Third-Party Document Review (e.g. Redi-Check)
- ☐ Bid Document Reproduction (check here if fixed sum)
- ☒ Record Documents
- ☒ Warranty Inspection

SUPPLEMENTAL SERVICES AND REIMBURSABLES (check all that apply):

- ☒ Bid Document Reproduction (check here if # sets to be determined later)
- ☐ Reimbursable Expenses (check here only if NOT part of Basic Services)

Augusta Site Location - 5 Bob Thomas Rd.



Location	Size	Project Number	Budget	Survey Required	Building Pad Prepared	Geo-Tech Services Required	Fill Materials Available	Existing Fill Proctor Available	Electrical Power Available on Site	Sewer Available on Site	Water Available on Site	Fencing Work Required	Local Contact		
													Name	Phone Number(s)	E-Mail
Augusta	6-Bay	A/E #2019-31-01	\$915,000	Yes	No	Yes	?	No	Yes	No	No	No	Kevin Peitier	406-454-5903	kpeitier@mt.gov
Lewis and Clark County				Augusta, MT, construct new 6-bay Equipment Storage Building with office, break room and rest room located at a new undeveloped site at 5 Bob Thomas Road just East of Augusta off MT Hwy 21. Electrical Service – Yes – Sun River Cooperative Telephone Service – Three Rivers Communications City Water Availability – No – Well Required City Sanitation Availability – No - Septic System Required Natural Gas Service – No – Propane System Required Survey Required – Yes Required Building pad prepared – No Geo-Technical Investigation/Report – Yes Required Fill Materials Available – Yes (pit run material & possible grade A on site)											

Big Timber Site Location – 366 Big Timber Loop Rd.



	Location	Size	Project Number	Budget	Survey Required	Building Pad Prepared	Geo-Tech Services Required	Fill Materials Available	Existing Fill Proctor Available	Electrical Power Available on Site	Sewer Available on Site	Water Available on Site	Fencing Work Required	Local Contact		
														Name	Phone Number(s)	E-Mail
	Big Timber	6-Bay	A/E #2019-31-02	\$915,000	Yes	No	Yes	?	No	Yes	No	No	No	Walt Houghton	406-657-0225	whoughton@mt.gov
	Sweet Grass County				Big Timber, MT, construct new 6-bay Equipment Storage Building with office, break room and rest room located at a new undeveloped site at 366 Big Timber Loop Road. Electrical Service – Yes – Northwestern Energy Telephone Service – Triangle Communications City Water Availability – No – Well Required City Sanitation Availability – No – Septic System Required Natural Gas Service – Northwestern Energy – Possible but \$\$ (Bore Under Hwy) Survey Required – Yes Geo-Technical Investigation/Report - Yes Building pad prepared – No Fill Materials Available – ? Existing Fill Materials Proctor - ? Fencing Requirement – No											

This architectural floor plan depicts a building layout with the following rooms and features:

- STORAGE ROOM (01):** Located on the left side, containing a storage unit and a door labeled P01-3.
- MECH (05):** Mechanical room located in the center-left, with a door labeled P01-1.
- BATH (02):** Bathroom located next to the Mech room, containing a toilet and a door labeled P04-1.
- OFFICE (03):** Office space located on the right side, with a door labeled P03-1.
- EQUIPMENT STORAGE (02):** Large central storage area with multiple doors labeled P02-1, P02-2, P02-3, P02-4, and P02-5.
- EQUIPMENT STORAGE (01):** Large storage area on the right side, with a door labeled P01-1.

The plan includes numerous dimensions (e.g., 10'-0", 15'-0", 43'-4") and slope indicators (e.g., 1/8" FT. SLOPE) throughout the rooms. A north arrow is located in the upper right corner.